

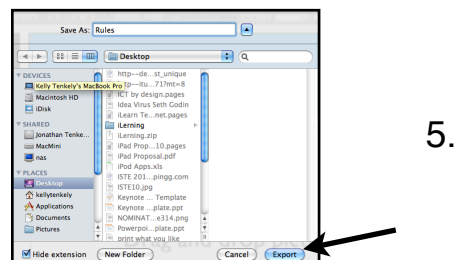
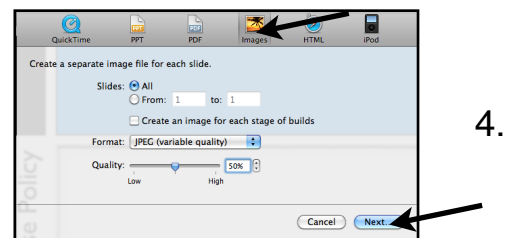
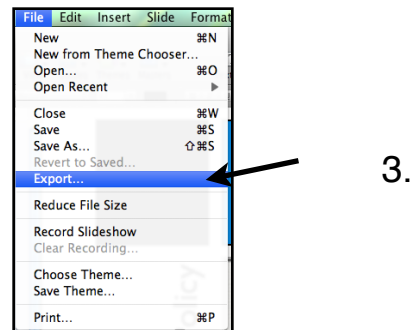
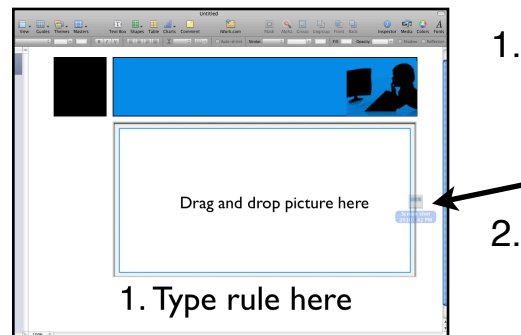
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Step-by-Step: Creating Images to Upload to Jigsaw Planet



Keynote: To use the Keynote template (Mac only) follow the steps below.

1. Double click where it says “Type rule here” and add a rule or guideline for responsible technology use in your classroom.
2. Add a picture that shows the piece of equipment or ties into a classroom theme (for example, my students know I love dogs so I always include a picture of a dog with technology). Drag the picture from an Internet page or your desktop and drop it when the picture frame highlights blue. Complete the remaining slides with the rules.
3. When you have all of your rules finished, click on “File” in the menu bar and select “Export”.
4. Select the “Images” tab. Make sure the slides will be exported as jpeg images and click the “next” button.
5. Choose a location to save the images and click Export.



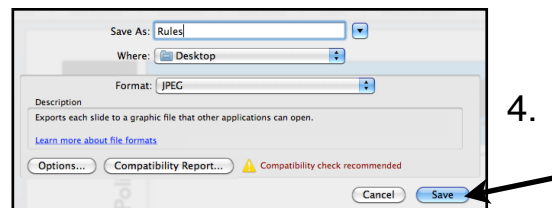
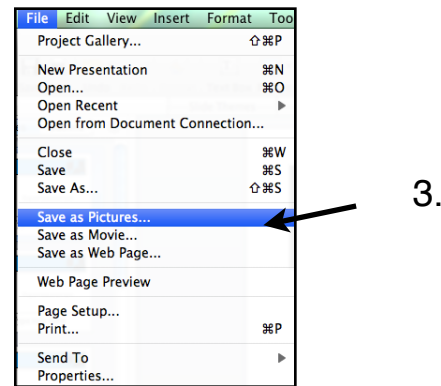
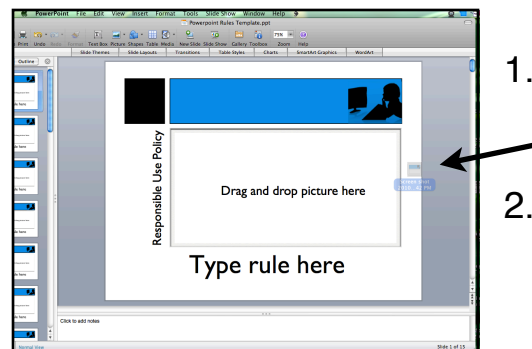
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PowerPoint: To use the PowerPoint template follow the steps below.

1. Double click where it says “Type rule here” and add a rule or guideline for responsible technology use in your classroom.
2. Add a picture that shows the piece of equipment or ties into a classroom theme (for example, my students know I love dogs so I always include a picture of a dog with technology). Drag the picture from an Internet page or your desktop and drop it when the picture frame highlights blue. Complete the remaining slides with the rules.
3. When you have all of your rules finished, click on “File” in the menu bar and select “Save as Pictures”.
4. Make sure that the format “JPEG” is selected. Choose a location to save the images and click “Save”.



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Uploading to Jigsaw Planet: The final step is uploading the images to Jigsaw Planet.

1. In an Internet browser, go to <http://jigsawplanet.com>
2. Click “Browse” to locate the saved image on your computer.
3. Click “Advanced Setting” to choose the number of puzzle pieces and shape of the pieces (use fewer pieces for younger students and more pieces for older students).
4. Click “Create”. That is all there is to it! The puzzle will automatically save in your browser or you can send it to yourself as an email or embed it in a classroom website.

